

**Minutes of a Special Session of the Common Council of the Town of Clarkdale  
Held on Tuesday, March 23, 2021 at 3:00 P.M. (Hybrid meeting in person and via  
Video-Conferencing)**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, March 23, 2021, at 3:00 P.M.

**CALL TO ORDER – Meeting was called to order at 3:00 P.M. by Mayor Prud’homme-Bauer.**

Town Council:

Mayor Robyn Prud’homme-Bauer  
Vice Mayor Debbie Hunseder  
Councilmember Bill Regner  
Councilmember Marney Babbitt-Pierce  
Councilmember Lisa O’Neill

Planning Commission

Ida deBlanc  
Ben Kramer  
Jorge Olguin (absent)  
Laura Jones  
Carol Johnson

Town Staff:

Town Manager Tracie Hlavinka  
Public Works Director Maher Hazine  
Police Chief Randy Taylor  
Interim Finance Director Rob Sweeney  
Parks and Recreation Manager Joni Westcott  
Community Development Director Ruth Mayday  
Parks and Recreation Coordinator Chell Smart  
Human Resources Manager Annie Oddonetto  
Town Clerk Mary Ellen Dunn

**PUBLIC COMMENT** – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to three minutes.

**There was no public comment.**

**Mayor Prud’homme-Bauer recognized staff and Town Manager (March 23, 2021 Tracie Hlavinka, Best Town Manager Day) for work during COVID-19 pandemic. Presentation by Mayor and Vice Mayor of Certificates of Appreciation.**

**CONSENT AGENDA** - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

- A. Reports** - Approval of written Reports from Town Departments and Other Agencies

Building Permit Report – February 2021  
 Capital Improvements Report – None  
 Magistrate Court Report – None  
 Water and Wastewater Report – December 2020, January 2021  
 Police Department Report – February 2021  
 CAT/LYNX Transit Report – February 2021  
 Verde Valley Humane Society – February 2021

- B. **"Arizona Gives Day" Proclamation** – Approval of a proclamation designating April 6, 2021 as Arizona Gives Day, a day for Arizonans to come together to make donations to as many nonprofits as possible in 24 hours.
- C. **"Start by Believing" Proclamation** – Approval of a proclamation declaring the first Wednesday of April to be Start by Believing Day throughout the Town of Clarkdale.
- D. **Earth Day Proclamation** – Approval of a proclamation declaring April 22, 2021 "Earth Day" in Clarkdale, Arizona.
- E. **Conflict of Interest Consent and Waiver** – Approval of a consent to representation and waiver of conflict of interest by Boyle, Pecharich, Cline, Whittington and Stallings, PLLC (BPCWS) in connection with the Park Lease.

**Action: Approval of Consent Agenda items A – E as presented.**

**Motion: Vice Mayor Hunseder**

**Second: Council Member O'Neill**

**Vote:**

<b>Voting Member</b>	<b>Aye/Nay</b>
Council Member Marney Babbitt-Pierce	Aye
Council Member Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

## **NEW BUSINESS**

**JOINT SESSION WITH TOWN COUNCIL AND PLANNING COMMISSION** – A joint work session with Town Council and Planning Commission to discuss current priorities and issues.

The purpose of the Planning Commission, as defined in Chapter 17 Boards and Commissions, Article 17-15 Planning Commission, Section 17-5-1 Establishment and Purpose of the Planning Commission is as follows:

"The Planning Commission of the Town of Clarkdale is hereby established to carry out the purpose of A.R.S. § 9-461 et seq. It is the duty of the Commission to formulate, create and administer any lawful plan duly adopted by the governing body for the present and future growth of the Town pertaining to the use of land

and buildings for any purpose, together with all incidental activities usually associated therewith and commonly known as "planning and zoning"; to make or cause to be made a continuous study of the best present and future use to which land and buildings shall be put within the Town and in cooperation with adjacent areas; to recommend to the governing body revisions in such plans which, in the opinion of the Commission, are for the best interest of the citizens of the Town; and to promulgate rules of procedure if such rules are approved by the governing body. [Prior code § 17-5-1.]"

The Commission is comprised of the following members:

Chair: Ida-Meri deBlanc  
Vice-Chair: Jorge Olguin  
Commissioners: Laura Jones  
Ben Kramer  
Carol Johnson

### **2019/2020 Planning Commission Activities:**

- Chapter 11, Site Plan Review text amendments
- Recreational Marijuana text amendments
- Tiny Home text amendments
- Campground and RV Park text amendments
- Public Hearings on Tract S, Mountain Gate Subdivision

### **2021 Goals and Objectives**

1. Review of General Plan Elements
2. Approval of Draft General Plan
3. Text Amendments for Signage and other statutory compliance issues
4. Review and recommendations regarding upcoming planning applications

Community Development Director introduced this item to Council and Planning Commission Chair Ida deBlanc called the Planning Commission meeting to order for the Joint Session at 3:16 p.m.

Discussion followed regarding activities and goals. Mayday indicated that the next item on the Commission's agenda will be work on the General Plan.

Chair deBlanc adjourned the meeting without objection at 3:33 p.m.

**Action: No Council action necessary.**

**ARIZONA COMMUNITY FOUNDATION - SEDONA GRANT** – Discussion and possible action regarding the Arizona Community Foundation – Sedona Grant.

Staff seeks Council approval to apply for and accept funding, if awarded, from the Arizona Community Foundation (ACF)-Sedona grant in support of Town Park improvements. The maximum amount of award is \$10,000.

Grant funds will be used to replace and/or improve existing structures (e.g., playground equipment and gazebo). Town Park playground equipment has not had improvements since initial installation in 2006 and the gazebo has not had any major repairs since the refurbishment efforts in 2004. Staff would leverage grant funding in addition to General Funds, which Council would consider when adopting the FY 2022-2026 Capital Improvement Plan later this fiscal year.

**Action: Approve staff to apply for and accept, if successful, the Arizona Community Foundation (ACF)-Sedona grant in an amount up to \$10,000.**

**Motion: Council Member Babbitt-Pierce**

**Second: Council Member Regner**

**Vote:**

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Council Member Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

**SELNA-MONGINI PARK** – Work session to review and discuss the updated Selna Mongini Park concept.

The following information demonstrates the progression of events regarding the Selna Mongini Park:

- 1977 Mongini Revocable Trust and J. R. Selna Revocable Trust deeded 1.66 acres of property on the corner of Broadway and Second North (701 Second North Street) to the Town of Clarkdale. At the time, the property was located next to the Clarkdale Elementary School and had been used historically as a ballfield and for recreational purposes. After ownership of the property was conveyed, the Town made additional improvements to the ballfield, including securing ballpark lighting through a grant, and formally named the facility Selna Ballfield.
- 1996 Suisse Family Ranches Limited Partnership and UVX Mongini Cattle Company signed an Agreement with the Town of Clarkdale allowing the Town to lease the property on the corner of Main Street and Broadway (700 Main Street) in exchange for payment of the Yavapai County annual property taxes. As stated in the Uses and Conditions of the Agreement, the Town agrees that the property is to be used

only for public recreation. It also states that the Town shall be solely responsible for the improvements of the premises and providing for the construction of recreational facilities on the premises.

These two properties combined make up the recreational amenities on the corner of Main and Broadway currently referred to as "Selna Mongini Park" The lighted ballfield has not been formally used since the Fall of 2016 and the park is in need of improved landscaping.

- December of 2017, Freeport McMoRan conducted soil testing on both Selna Ballfield and Mongini Park properties and the results verified that some level of remediation needs to take place on both property parcels. This situation provided an opportunity for the Town to work with Freeport McMoRan to make park improvements during the remediation process.
- October of 2018, The Town of Clarkdale Parks and Recreation Commission began an engagement process with the community to determine their current/desired uses of the park sites. This consisted of an online survey, a direct mailing to nearby residents, two open houses and a public hearing, ultimately gathering preferred amenities from the community and creating a new Master Site Plan concept.
- February of 2019, Council reviewed the Master Site Plan concept. At that time, modifications were requested by Council members and included the removal of the dog park, as well as the addition of an "interactive" water feature. A discussion was also had regarding the splash pad as being a final phase of the project due to the expense and need for further study regarding water use, sanitation, and maintenance expense. A secondary community engagement process took place following Council direction to allow community members to comment on the modified plan. Community comments were mostly positive, however concerns of sustainability, water use and maintenance of the new park concept were mentioned.
- June of 2019, Council approved the modified version of the park concept taking community comments into consideration.
- July 2020, with no readily available funding for the project, staff developed a phased approach beginning with addition of paved parking on the east side of park for better access to playground and ramadas. The restroom was initially a part of this phase and a container was purchased and placed on the property for future development.
- April of 2020, staff applied for several grants to help fund the interactive water feature and was awarded \$7,000.

Staff has continued to review sources for funding the park and is in the preliminary stages of applying for a \$500,000 Land and Water Conservation Fund grant through Arizona State Parks.

The original park plan was created by Parks and Recreation Commissioner, Pete Cure. Mr. Cure no longer serves on this commission and has no interest in continuing to assist with the construction plan. Following this news, staff began looking for an eco-friendly landscape architect that can review and make appropriate changes to the plan as needed. T. Barnabas Kane was recommended to staff and has agreed to work pro bono for the time being, until the LWCF grant is approved. The Town can then contract with Mr. Kane to develop construction plans for the project.

Staff will review with Council the newly crafted park plan provided by Mr. Kane.

**Action: Mayor tabled the discussion to the second meeting in April when the full work plan will be ready from the landscape architect.**

**Motion: Council Member Regner**

**Second: Vice Mayor Hunseder**

**Vote:**

<b>Voting Member</b>	<b>Aye/Nay</b>
Council Member Marney Babbitt-Pierce	Aye
Council Member Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

**LEGISLATIVE RESPONSE POLICY DRAFT** - Discussion and possible action regarding the draft addressing a policy on legislative response.

The Town of Clarkdale has received several requests to respond to or support measures taken up by the League of Arizona Cities and Towns. Because the turn-around time for a response has not been sufficient for Town staff to schedule the item for a Council agenda, the attached policy has been drafted to remedy that challenge.

The suggested priorities for Council approval include the preservation of shared revenues, opposition to unfunded mandates, protection of local authority, and maintenance and support of infrastructure. The Council will be provided a list of bills being considered in the State Legislature at the beginning of each year and determine which ones the Town of Clarkdale will prioritize for support or opposition.

Staff is requesting that the Council review the draft and provide direction to staff for changes and/or adoption. Town Clerk Mary Ellen Dunn presented this agenda item to the Council. Discussion followed and Dunn was asked to amend the first paragraph under **PROCEDURE** to read: "**During the Legislative session**, the Council will review the list of legislative bills the League is following and:"

**Action: Adopt the Legislative Response Policy as amended.**

**Motion: Council Member Babbitt-Pierce**

**Second: Council Member Regner**

**Vote:**

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Council Member Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

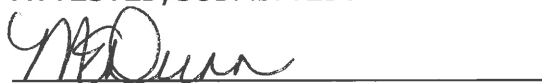
**FUTURE AGENDA ITEMS** - Listing of items to be placed on a future council agenda.

**ADJOURNMENT:** Without objection Mayor Robyn Prud'homme-Bauer adjourned the meeting at 3:53 P.M.

APPROVED:

  
Robyn Prud'homme-Bauer, Mayor

ATTESTED/SUBMITTED:

  
Mary Ellen Dunn, Town Clerk

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 23<sup>rd</sup> day of March 2021. I further certify that meeting was duly called and held and that a quorum was present.

Dated this 14th day of April, 2021.

SEAL

  
Mary Ellen Dunn, Town Clerk

Good Afternoon to all,

Before I begin, I want to ask the other members of the town council to understand that the Vice Mayor and I have been working on something that we could not talk with you about because of the Open Meeting Laws, so please forgive us, but I think that you will be happy with what we have done. And to our Town Clerk – this may take a few more than 5 minutes!!

One year ago, our community along with the rest of the world experienced a dramatic change in how we were living our lives – the COVID-19 pandemic began. We immediately had to close down our schools, our businesses, our offices, and our town government. We had to quickly figure out how to keep our community safe and essential services operating as a deadly virus was sweeping through our town and the world. All town offices were closed and all town employees quickly had to figure out how to operate from remote locations – their homes. All except those who had to keep the water and waste water systems operating and those who kept us safe – our police officers! It was a new world of conference calls and zooming for all. Town staff still had to do their work – move projects forward, changing events to be virtual, hold required meetings, create annual budgets, assist residents and businesses with COVID-19 resources and other community situations, attend virtual meetings to keep updated with COVID-19 issues, operating outdoor recreation venues, participate in running a primary and general election, having a major change in elected leadership and the list goes on.

This was a challenging time which required all to rethink how to get the work done to keep our town of Clarkdale stable and vital. We took care of our residents and businesses by passing a mask-up mandate and adhering to CDC and state guidelines. We took care of each other...

So here we are a year later, a little strained and a little fatigued but overall the Town of Clarkdale and its' people has come through the pandemic in very good shape. Businesses are open and flourishing, kids are back in school full time, people are being vaccinated and the town staff is back in full operation!

So today, The Clarkdale Town Council, Councilmembers Babbitt-Pierce, O'Neill, and Regner; Vice Mayor Hunseder and Mayor Prud'homme-Bauer, would like to recognize the leadership team in the Town of Clarkdale who tirelessly worked to ensure that our community was safe and healthy and to say **THANK YOU** for your dedication and commitment to Clarkdale. Would the following directors and managers please come forward when your name is called to be recognized:

Maher Hazine, Public Works Director  
Ruth Mayday, Community Development Director  
Randy Taylor, Chief of Police  
Rob Sweeney, Interim Finance Director  
Joni Westcott, Parks and Recreation Manager  
Annie Oddonetto, Human Resources Manager  
Brenda Schorr, Court Administrator  
Mary Ellen Dunn, Town Clerk



With gratitude we recognize each of you for your service to the residents and businesses in Town of Clarkdale. We also gratefully recognize the entire staff of the Town of Clarkdale for carrying out the day to day operations of the town during this past year of the pandemic. Directors and managers, please share our recognition of them to them too.

There is one more very special recognition to be given out this afternoon, Town Manager, Tracie Hlavinka, please come forward.

Read the proclamation and hand it to Tracie – This proclamation is for you with our ultimate gratitude for being the cheerleader, the supporter, and the problem-solver with grace and humor in leading us through this difficult and trying epic year of the COVID-19 pandemic. You are the BEST!